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SEVENTH UNITED NATIONS CONFERENCE
ON THE STANDARDIZATION
OF GEOGRAPHICAL NAMES
New York, 13-22 January 1998
Item 15 (c) of the provisional agenda*

COOPERATION WITH NATIONAL AND INTERNATIONAL AGENCIES AND OTHER BODIES: COOPERATION WITH PUBLIC INFORMATION MEDIA

100 years of official toponymy in Canada 1897-1997

Paper submitted by Canada**

* E/CONF.91/1.

** Prepared by Helen Kerfoot, Executive Secretary, Canadian Permanent Committee on Geographical Names. This paper is an extract from volume 4 of Men and Meridians, a history of surveying and mapping in Canada.

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Introduction

At a brief meeting in Ottawa . . . on May 15, 1946 seven members of the Geographic Board of Canada regrouped after a lack of such gatherings during the years of World War II. This rebirth of the Board increased the level of geographical naming activity in Canada, following the very limited duties undertaken . . . in the Depression and war years.

The next five decades would bring extensive changes to the operation of the Board, with increased provincial and territorial participation, and the creation of advisory committees to address particular areas of toponymic concern. They would herald major strides forward in methods of record-keeping and communication with the use of computers, and witness Canadian participation internationally in geographical names standardization. Field collection of geographical names would increase in importance, principles and procedures for naming would be updated, and dissemination of data in printed and digital form would increase in importance.

The first fifty years of Canada's names authority (1897-1947)

The roots of Canada's national names authority can be traced back to the 1880s. For years surveyors, geographers, geologists and mapmakers had recognized the need for a single body to which questions of geographical nomenclature and orthography could be referred for decision. Inconsistencies in spelling and application of geographical names, particularly on federal government maps, marine charts and other documents could then be avoided. . . . action [was] taken by Order in Council of December 18, 1897 to establish the first national names authority - the Geographic Board of Canada.

The early days of the Board were ones of federal authority, with six members from different departments. . . . Rules of nomenclature were drawn up, the Royal Geographical Society rules of orthography (R.G.S. II System) were adopted, and departments were directed to use the names and orthography as approved by the Board. Quickly it was realized that participation of the provinces was desirable. A new Order in Council in 1899 gave each province and the North-West Territories (as it existed at the time) the right to appoint a member to advise the Board, provided that their government accepted Board decisions. . . . Despite assurance to provincial members that they had equal status with federal members, the recommendations they made to the Geographic Board of Canada were not always accepted without amendment . . . .

At monthly Board meetings members discussed names proposed for inclusion on particular topographic and geological maps, and hydrographic charts of various scales. Local usage became of prime importance, and new names to be considered for approval were divided between "established" and "contentious", usually based on the criterion of usage. Names for post offices and railway stations came before the Board, as did public submissions, such as lists of names supplied by explorers.

Between 1900 and 1928 the Board published nineteen reports, containing principles of nomenclature and decisions on names. . . . Various names studies were published by the Board prior to World War II. . . . including those for Prince Edward Island, Alberta and Manitoba.

In the late 1930s the Board was only able to meet on an occasional basis, and as the War years drew on, most of the work was carried out at the clerical level, with names lists for a large number of maps being circulated to available Executive Committee members for their concurrence.

Post-war developments (late 1940s and 1950s)

After the war, meetings of the Board were restarted on a monthly basis and its purpose and functions of discussed. In 1947, a new Order in Council was passed providing the Board with staff and a publications budget; the Board's name was then altered to the Canadian Board on Geographical Names (CBGN). . . .

The Board continued standardizing . . . names for an increased number of federal maps being compiled for publication. Various issues required resolution, including increased emphasis on local usage, map sheet titles, alphabetizing standards, the use of possessive forms of names, and generic terminology.

With a larger staff, the new Board was able to address the need to publicize official names. The *Gazetteer of Canada* series was initiated in 1952. . . .

The original rules of nomenclature of the Board had been written in 1898. They received minor modifications through the years, until, in 1955, the CBGN undertook a complete revision of the principles and procedures and outlined the duties and responsibilities of the Board. . . . In later years, the publication *Principles and procedures for geographical naming* would be updated on a regular basis.

A new approach (1960s and 1970s)

The Board was again reorganized in 1961 to create the Canadian Permanent Committee on Geographical Names (CPCGN). . . . appropriate federal and provincial ministers were given the authority to decide on names within their jurisdictions. Responsibility for names in the Northwest Territories and Yukon Territory, however, would still remain with the federal Department of Indian Affairs and Northern Development until devolution of these functions in 1984. . . .

The methods of collecting and verifying toponyms changed quite considerably in the 1960s and 1970s. Prior to the mid 1960s, the process of updating nomenclature on federal maps depended to a large extent on the survey crews of Topographical Survey and Canadian Hydrographic Service. Other sources of new names information came from the CBGN members and from the public. However, collection and verification of names at that time could not be considered either systematic or comprehensive.

Several field studies were then undertaken by federal/provincial cooperation. The first ... in Renfrew County (Ontario) in 1964, revealed that some 20 percent of existing names on federal maps needed correction when reviewed by local inhabitants for contemporary relevance. The field work essentially doubled the existing stock of toponyms in current use. Several systematic studies of complete provinces followed: New Brunswick; Prince Edward Island; Nova Scotia; and Manitoba. These detailed projects added substantially to the toponymic records for Canada, they reinforced the importance of local usage and, . . . laid the ground work for recognition of aboriginal names from unwritten languages. . . .

While some provinces entered into federal/provincial projects where costs and expertise were shared, others developed and implemented their own independent studies. . . .

Several years later, in the early 1980s, federal/provincial cooperation was again possible to initiate comprehensive field work in . . . Newfoundland . . . and helped improve the toponymy on topographic maps, many of which still showed only the names from the early British Admiralty charts. . . .

During the late 1960s and the 1970s the CPCGN appointed several advisory committees to provide expertise in areas of special interest to members. Two committees established at that time still have ongoing responsibilities - undersea features, and toponymy research. A third has recently changed its focus from the original nomenclature of glaciological and alpine features to the wider scope of nomenclature and delineation of geographical features.

In 1967 an advisory committee . . . was created to deal with undersea features in maritime areas of interest to Canada. Over 4000 names have been endorsed . . . .

The Advisory Committee on Toponymy Research (ACTR) was organized in 1975 to advise on issues and priorities of geographical names research. The committee has played a strong role in the promotion of workshops: on gazetteer production ... toponymic data bases ... Native names, and . . . transboundary naming. In the late 1980s, the ACTR was responsible for preparing the first strategic plan for the CPCGN, encouraging the production of the CPCGN video . . . .

Also in 1975, the Advisory Committee on Glaciological and Alpine Nomenclature (ACGAN) was established to develop guidelines for the treatment of names relating to permanent ice features and alpine regions. . . . In considering appropriate generic terminology . . . the committee cooperated with Translation Bureau of the Department of Secretary of State to produce, in 1987, Terminology Bulletin 176, *Glossary of generic terms in Canada's geographical names*. In addition, ACGAN developed the text for a pamphlet to assist the general public in submitting name proposals. . . .

In 1975, the CPCGN Secretariat started producing *Canoma*, a twice-yearly publication of news and views in Canadian toponymy. . . . this journal has become a useful collection of toponymic material about Canada, providing administrative and policy information on the CPCGN and ... programmes, as well as historical material on Canadian names. . . .

Days of language issues and data base development (1980s and 1990s)

In the early 1980s, the Office of the Commissioner of Official Languages exerted strong pressure to have both English and French forms of geographical names recognized for official federal use on maps and in documents . . . . culminating in the policy . . . documented in TB circular 1983-58. This includes a list of some eighty "pan-Canadian" names (provinces, territories and well-known major features) endorsed by the CPCGN for use in English and French on federal maps.

Translation Bureau of the Department of Secretary of State extended this policy to develop guidelines for the use of geographical names in English and French in federal texts. . . .

Increasingly, the CPCGN Secretariat has been called upon to provide geographical names not just for maps of Canada, but also for international maps. As a result, in 1982, the CPCGN approved guidelines for "Names outside Canada for official Canadian use". This action has meant increasing Canadian acceptance of geographical names approved by names authorities of other countries, and Canadian use of names in keeping with Romanization systems recognized by the United Nations.

The years of the 1980s and 1990s have been ones of considerable progress in the conversion of geograpical names record card collections into digital data bases, which include official and cross-reference names, with fields of locational and cultural attribute information. At the federal level . . . this step was first taken in 1979, primarily to facilitate the production of gazetteers and to improve . . . names compilation for National Topographic System maps. Since then enhancements to the system have led to a national-coverage toponymic data base, the Canadian Geographical Names Data Base, which contains records for over 500 000 names, of which about 70 percent are currently official, as approved through the CPCGN.

In addition, several provinces and territories . . . maintain their own files in a digital environment. . . .

To facilitate the development of a "vision" for Canadian digital toponymy, to develop national standards, and to guide CPCGN members in this . . . work, the CPCGN established the Advisory Committee on Canadian Digital Toponymic Services in 1992. . . .

The 80s and 90s have brought considerable increase in awareness of toponyms used by Native people of Canada. In 1979 the Commission de toponymie du Québec held a workshop on the writing and terminology of Quebec Amerindian names. In 1986, the CPCGN sponsored a symposium on Native geographical names . . . on collection, writing, funding and future prospects. Twenty-seven resolutions from the symposium were . . . endorsed by the CPCGN . . . . Many names of Native communities in Quebec (in the 1970s) and in the Northwest Territories (in the 1990s) were changed to reflect local preferences. . . . field collection of Native names has been made in Quebec, Ontario, Manitoba, Northwest Territories, Alberta, Yukon Territory and British Columbia. Also the CPCGN has published reference tools, such as the *Guide to the field collection of Native geographical names* and *Native Canadian geographical names: an annotated bibliography*.

In the 1990s the tasks lying ahead of the CPCGN centre on collection, recording and dissemination of authoritative geographical names information. In March 1990 a new Order in Council (P.C. 1990-549) gave more appropriate recognition to the decision-making responsibilities of the provinces and territories within the CPCGN framework. The technical and cultural roles of geographical names authorities in the preservation of Canadian heritage have now been expressed and the CPCGN has reviewed its mission, responsibilities and goals while developing a strategic plan for the 1990s.

A major technological breakthrough has helped the CPCGN make geographical names information available worldwide. In summer 1994, the CPCGN records on the Canadian Geographical Names Data Base, maintained at Natural Resources Canada, were launched as the core of the GeoNames World-Wide Web site. The CPCGN became the first national names authority to provide on-line search capabilities on Internet. Access to the data base and information about the Committee, its publications, and toponymic issues, is now readily available to a rapidly growing Internet community. Since 1995, a toponymy module (with names histories and origins) has been started for educational purposes, as part of Industry Canada's SchoolNet project. . . .

Provincial and territorial names boards and activities

Now the CPCGN has federal, provincial and territorial government members. Federal participation comes from departments involved with mapping and charting, archives, defence, national parks, statistics, and translation/terminology - all significant users of geographical names. In addition to one representative from the departments responsible for the geographical names programmes in each province and territory, the chairs of advisory committees have membership on the CPCGN during their terms of office. Currently (1997) there is a total of 25 CPCGN members. . . .

Geographical names activity varies in degree and intensity from jurisdiction to jurisdiction. In some provinces and territories the responsibility for names authorization rests with one person or a few people who recommend decisions for their Minister's signature. More sophisticated procedures exist in jurisdictions where a committee or board has been established, in most cases by provincial (/territorial) law. . . .

Quebec Quebec has one of the world's most sophisticated toponymic authorities. Stemming from the Quebec Geographic Board created in 1912, the Commission de toponymie du Québec (CTQ) was established in 1977 within the framework of the Charter of the French Language. The Commission, a seven-member board, which meets ... to authorize name decisions, is supported by a full time staff . . . . The CTQ has had a prolific publishing programme and ... addressed standardization issues: publishing guides for editors and cartographers, developing general toponymic guidelines and methodologies, a research series, Native language names manuals ... and the dictionary, *Noms et lieux du Québec*. . . .

Ontario The Ontario Geographic Names Board (OGNB) was established by provincial legislation in 1968. Membership consists of five appointees from the private sector, the Surveyor-General for Ontario (ex-officio), and the Executive Secretary . . . . In 1975, Ontario published its *Principles of geographical naming*, subsequently updated in 1977 as *Naming Ontario*. The Ontario government has published jointly with the Quebec government (in 1987) *A manual for the field collection of geographical names*, based on the original French *Méthodologie des inventaires toponymiques*, published by Quebec in 1986. During the past two decades Ontario has been very involved in geographical naming in a bilingual context; of particular interest has been Ontario's ability to provide advice to other countries in the treatment of minority languages at a provincial level. . . .

Newfoundland In 1904 (over 40 years before Newfoundland joined Confederation) a names authority was established. The programme saw . . . feast and famine in the . . . geographical naming activity undertaken. A new act was passed on May 21, 1974 establishing the Newfoundland Geographical Names Board ... in 1991 its name changed to the Newfoundland and Labrador Geographical Names Board. . . .

Alberta Alberta set up its own geographical names authority immediately after World War II, followed in 1975 by establishment of the Historic Sites Board . . . . A Geographical Names Committee makes recommendations to this Board, which then reports to the Minister . . . . Alberta has developed its own principles, procedures and policies which were published in its *Geographical names manual* in 1987. With a strong emphasis on cultural aspects of geographical names, Alberta has produced publications for students, tourists and the public in general. . . . a four-volume reference series *Place names of Alberta*; was published between 1991 and 1996. Very valuable support has been provided by the Friends of Geographical Names of Alberta Society formed in 1988 . . . .

Saskatchewan The Saskatchewan Geographical Names Board was established in 1974. The Board . . . has developed a structure that over the years has represented the interests of Aboriginal groups, the Canadian Legion, the Provincial Archives, the Saskatchewan Natural History Association and the Multicultural Advisory Council. . . .

Yukon Territory In 1984 the responsibility for geographical names in Yukon Territory devolved from the federal government (DIAND) to the Government of Yukon . . . . Land claims settlements in the early 1990s have given rise to equal Native/non-Native participation on the six person board [Yukon Geographical Place Names Board]. Yukon concerns in the past ten years have been with Native language toponymy, as well as with other names of historical interest. . . .

Other provinces and territories In other provinces and the Northwest Territories geographical names decisions are made by a government minister, with the . . . recommendations of office staff . . . .

British Columbia has had an active names programme over the last half century. Thousands of detailed names records were collected on index cards, which became the source of names data for provincial mapping. . . . Today's programme is now supported by a digital toponymic data base with strong ties to digital mapping, and increasing cooperation with Native language groups in the province.

Manitoba's geographical names programme is also located within the provincial mapping branch. In the mid 1970s the federal/provincial field survey provided some 8000 decisions on names in local use, including many in Chipewyan, Saulteaux and Cree. . . . Provincial names data were converted to digital files in the 1980s [with] a major data base upgrade in the mid 90s. A brochure *Manitoba's geographical names* was first published in 1988.

The ***Northwest Territories*** government's cultural heritage programme took over responsibility for geographical names from DIAND in 1984. Since that time considerable emphasis has been put on field collection of toponyms and associated oral history from elders and various communities across the North. Thousands of new records have been created and a tiered names authorization system has been established, to cope with both straightforward and controversial situations. . . .

In ***New Brunswick***, ***Nova Scotia*** and ***Prince Edward Island*** authority for names has fallen variously under mapping, municipal affairs, executive council, or taxation offices. Field work was undertaken by federal/provincial agreement in the late 60s and ... 70s; for each province this meant several thousand new names records - a work effort that has provided a good base for the decades to follow. . . .

International leadership and cooperation

Canada has been active . . . in efforts to promote the global standardization of geographical names and . . . is one of the few countries that has participated in all six United Nations Conferences on the Standardization of Geographical Names.

In 1987, Canada had the honour of hosting the Fifth Conference in Montréal. Jean-Paul Drolet was elected President of the Conference; Alan Rayburn was Rapporteur; Helen Kerfoot was Assistant Editor; Henri Dorion a Committee Chairman; and Jean Poirier a Committee Rapporteur. In the work of the Group of Experts, Canada has contributed in a number of areas - for example, national programmes, gazetteers and toponymic data files, toponymy training courses, toponymic terminology, and toponymic guidelines for map and other editors. . . . Within . . . UNGEGN, Canada participates in two linguistic/geographic divisions, namely the USA/Canada and Romano-Hellenic divisions.

One very important element of the United Nations geographical names standardization activities is the support of toponymic training programmes. To further these goals, the Commission de toponymie du Québec (CTQ) hosted a session in Québec in 1988. . . . The CTQ has also been in the forefront of providing assistance programmes, for example, to Morocco and Cameroon. . . . Canada has participated by providing teaching staff [in training courses] in Cipanas, Indonesia (1989), Pretoria, South Africa (1992 and 1993), Wellington, New Zealand (1994), and in Riga, Latvia (1997).

Apart from . . . United Nations activities, Canada has contributed in various ways to international exchange of toponymic knowledge. Frequent collaboration has existed with the United States Board on Geographic Names since the early years of the century . . . . Canada has often provided toponymic information and policy advice - from Greenland (Kalaallit Nunaat) to New Zealand, and from China to Venezuela.

The road ahead

1997 marks the 100th anniversary of a national names authority in Canada. Celebrations . . . included an exhibit *Every name tells a story: 100 years of official place naming in Canada*, prepared by Parks Canada and the National Archives, and an illustrated lecture *Geographical names of Canada: historical treasure chest*, presented by Henri Dorion, and jointly sponsored by the CPCGN and The Royal Canadian Geographical Society.

Quite clearly many steps forward have been taken since the first efforts to standardize the use and spelling of Canadian geographical names. Ahead still lie many challenges in policy development, toponymic heritage preservation and the dissemination of data files through new and exciting electronic media, increasingly reaching out to a wider public. Cooperation between federal, provincial and territorial governments will remain crucial to the authority and effectiveness of the work of the Canadian Permanent Committee on Geographical Names.

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New York, 13-22 January 1998
Item 5 (a) of the provisional agenda*

NATIONAL STANDARDIZATION: FIELD COLLECTION OF NAMES

Toponymic field work completed in Canada since 1990

Paper submitted by Canada**

* E/CONF.91/1.

** Prepared by Helen Kerfoot, Executive Secretary, Canadian Permanent Committee on Geographical Names. Database and maps developed by Dr. Roger Pitblado, Department of Geography, Laurentian University, Sudbury, and member of the Canadian Permanent Committee on Geographical Names (CPCGN).

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The Strategic Plan of the Canadian Permanent Committee on Geographical Names (CPCGN) recognizes field work as a fundamental aspect of the gathering of locally-used names. To help monitor this important activity, the CPCGN, through its Advisory Committee on Toponymy Research, maintains a record of geographical names field work undertaken in Canada and maps this information in various formats for the use of CPCGN members.

History

In 1990, CPCGN members were anxous to obtain a picture of areas in the country where geographical names field work had been undertaken (often in the 1960s and 1970s by extensive field survey programmes). At the same time, they wished to see where it was judged by members that field work was needed to upgrade the quantity and accuracy of current official names. This information was collected from each provincial and territorial CPCGN member and plotted on two maps of Canada, with the 1:50 000 National Topographic System (NTS) map grid superimposed. In this way, a good visual portrayal was made of when and where field work had been done, on the one hand, and areas where it was considered necessary, on the other hand.

The meta data for completed geographical names field work was subsequently updated on an annual basis, and a multicolour map produced to show the decade when field work was undertaken and the rigour of the endeavour.

In the mid 90s, this information was put into a digital data base so that a greater variety of simpler maps could be generated.

Attached map

Based on the National Topographic System (NTS) 1:50 000-scale map grid, the areas where field work has been undertaken from 1990 to fiscal year 1996/97 are shaded in black.

The three maps show field work, considered by the various provincial and territorial names jurisdictions, to fall into one of the following types:

(a) "Systematic field collection" .... showing map sheet areas where field work has been undertaken in a thorough and complete (i.e. comprehensive) way, aiming to collect all names for all geographical features

(b) "Partial field collection" .... showing map sheet areas where the field collection of names falls short of being comprehensive (e.g. only part of the map sheet was covered; or only some names were gathered)

(c) "Independently recorded local names" .... showing map sheet areas where recording of local names is known to have been undertaken independently, but the results have not yet been reviewed or integrated into official names records.

General observations

- With decreased financial resources available for the gathering of names in the field, discussion has taken place between CPCGN members to clarify what constitutes "field work". In particular, do telephone surveys constitute field work? As a result of these discussions, the following working description concerning "field work" is now currently before the CPCGN.

  > "A toponymic survey undertaken to record geographical names by means of interviews and/or correspondence with local residents familiar with the geographical features of a given area."

- Discussions on extent and accuracy of field work have provoked thought on field work methodology, as suitable for today's toponymy programmes.

- In future, the CPCGN will maintain two (rather than three) types of maps - namely,
  (a) "Comprehensive field work" (i.e. replacing "Systematic field work")
  (b) "Partial field work"
  The "Indepently recorded local names" will be assimilated into either (a) or (b), depending on the nature of the work undertaken.

- The system of data collection for field work coverage was started in a manual setting, and was directed at the particular task of identifying areas where field work was needed. As a result, the information now available to the CPCGN has its shortcomings for today's reporting purposes. Efforts will be made to upgrade these data files and to eliminate some of the problems. For example, the differences between calendar and fiscal year data will be addressed. More important to correct (by improved data storage) is the updating process which has caused some earlier "systematic" surveys to be overwritten by later "partial" surveys. That approach may have been useful in identifying recent field work coverage, but is not helpful in assessing the completeness of existing names data.

- The CPCGN has now accumulated data which permit interesting graphical outputs to show field work done in the 1990s, the 1980s, the 1970s, and previous to 1970. This collection of material facilitates members' review of their own data collection and comparison with the work done elsewhere in Canada.

Previous records

A brief document on toponymic field work completed in Canada, 1987 - 1992, was filed as an Information document, WP 27, at the Sixth United Nations Conference on the Standardization of Geographical Names, New York, 1992.

Completed Toponymic Fieldwork

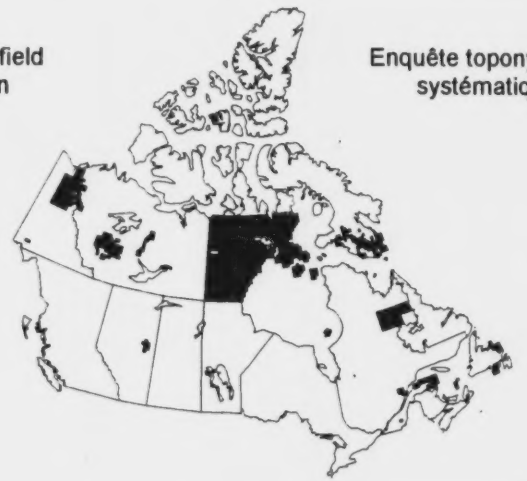
Enquêtes toponymiques sur le terrain terminées

1990 - 1996/97

CPCGN/CPCNG 1997

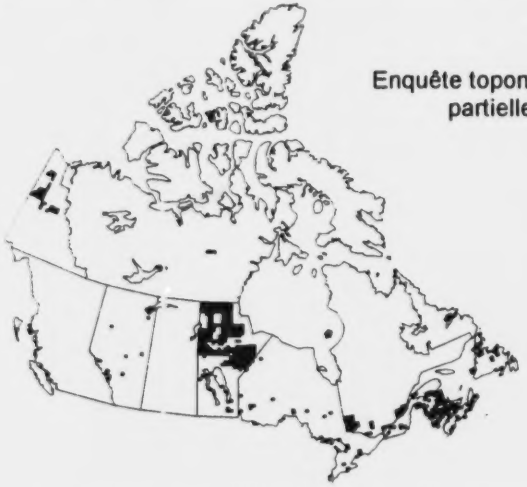
Systematic field collection

Enquête toponymique systématique



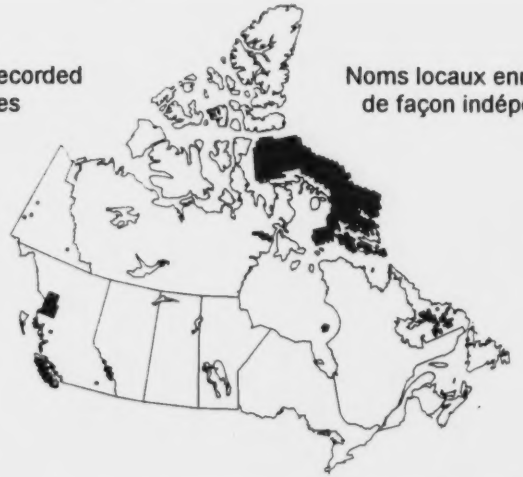
Partial field collection

Enquête toponymique partielle



Independently recorded local names

Noms locaux enregistrées de façon indépendante



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Item 5 (d) of the provisional agenda*

NATIONAL STANDARDIZATION: ADMINISTRATIVE STRUCTURE OF NATIONAL NAMES AUTHORITIES

An administrative tool for a national names authority

The Strategic Plan of the Canadian Permanent Committee on Geographical Names

Paper submitted by Canada**

* E/CONF.91/1.

** Prepared by Helen Kerfoot, Executive Secretary, Canadian Permanent Committee on Geographical Names.

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CANADIAN PERMANENT COMMITTEE ON GEOGRAPHICAL NAMES

STRATEGIC PLAN

1997 UPDATE

• *Extracts only* •

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1897-1997

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**EXTRACTS ONLY ARE PROVIDED HERE
(ORIGINAL FORMAT IS NOT RETAINED)**

From page 1

OVERVIEW

The Canadian Permanent Committee on Geographical Names is today the national body coordinating toponymy in Canada, establishing general principles and standards for geographical naming within the country and providing authoritative toponymic information and advice to institutions and individuals both inside and outside Canada. Even after 100 years of a national names authority, much still remains to be undertaken in recording and disseminating Canada's toponymy.

Through the jurisdiction of its members, the CPCGN has a technical role to record and to approve geographical names for official use. In today's world of increasing and ever-changing technology, the CPCGN must ensure that records are well-maintained and readily accessible as a basic and very important layer of geographical information.

Increasingly this technical role is being enhanced by its socio-cultural role to preserve and disseminate information on the historical and cultural significance of Canada's toponyms. Geographical names affect the lives of Canadians through their sense of cultural tradition, and in their concepts of local, provincial and national identity. Toponymy is thus an integral part of our national heritage and an aspect of our culture that must be preserved.

In recognition of the responsibilities of the CPCGN, its national importance and critical role as the leader in technical and cultural aspects of toponymy must be underlined and reflected in its goals and in the activities of its Secretariat.

From pages 2 and 3

THE CANADIAN PERMANENT COMMITTEE ON GEOGRAPHICAL NAMES

The original Geographic Board of Canada was established in 1897 in response to a need to provide standard name references to identify geographical features. Resource mapping beyond the frontiers of settlement and extensive immigration into Canada had underlined the importance of managing the country's geographical names.

In its early days the Board was essentially a federal body receiving advice from provincial agencies. By the 1960s, the responsibility to make decisions on the official names to be recognized in Canada was being transferred to the provinces. Today all provinces and territories have authority over names of features and places lying within their jurisdictions. Federal departments responsible for crown lands in Canada (e.g. national parks) also participate in the decision-making process.

The Canadian Permanent Committee on Geographical Names (CPCGN) is now the umbrella organization - the national body coordinating geographical naming in Canada, stimulating the development of standard policies within Canada for handling geographical names and terminology, and encouraging the development of international standards in cooperation with the United Nations and other national authorities responsible for naming policies and practices.

Today, 25 members constitute the Committee, including a representative from each province and territory; from federal departments concerned with mapping, archives, national parks, Indian lands, statistics, and language issues; and the Chairs of advisory committees to the CPCGN (see Appendix 1).

Natural Resources Canada provides the Chair and Secretariat for this national committee. Since 1990 the CPCGN Chair, appointed by the Minister, has been from outside government.

* * * * *

The first Order in Council created a national names authority (the Geographic Board of Canada) on December 18, 1897. Since then the Order in Council has been updated a number of times and has included a change of name to the Canadian Board on Geographical Names in 1948 and to the Canadian Permanent Committee on Geographical Names in 1961. The CPCGN currently functions under the 1990 Order in Council P.C. 1990-549 (see Appendix 2).

The CPCGN meets in plenary session once each calendar year and provides a forum for members to discuss toponymic issues of national and common interest. The Committee is assisted in its work by advisory committees that it establishes. Four are currently active (see page 8), others (e.g. Names outside Canada for official Canadian use) have completed their tasks and been disbanded.

In addition, ad hoc working groups address specific issues. In 1997, the Working Group on a Concise National Gazetteer and the Working Group on the CPCGN Centennial will complete their assignments. Other working groups may be useful, to help address issues, such as dissemination or training.

From page 6

CPCGN MISSION

To make authoritative toponymy for Canada readily accessible to the public.

CPCGN MANDATE

As the national body coordinating all matters affecting geographical nomenclature in Canada, the CPCGN has a technical role to record and to approve, through the jurisdictions of its members, names for official use, in accordance with general principles and standards developed by the Committee; and a socio-cultural role to preserve and disseminate information on the historical and cultural significance of Canada's toponyms. The CPCGN is also the body which represents Canada internationally in activities relating to toponymic standards and practices outside the jurisdiction of National Defence.

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CORE ACTIVITY AREAS

To serve the needs of Canadians the CPCGN must develop and execute programmes which lead to a clearly documented toponymy of Canada, with standardized toponyms disseminated as widely as possible for public use. Distributing this information internationally, in association with United Nations guidelines, will also promote the use of appropriate Canadian names in maps and documents produced by other countries.

The building of such a toponymic service for Canada involves work in several interlinked and interdependent areas.

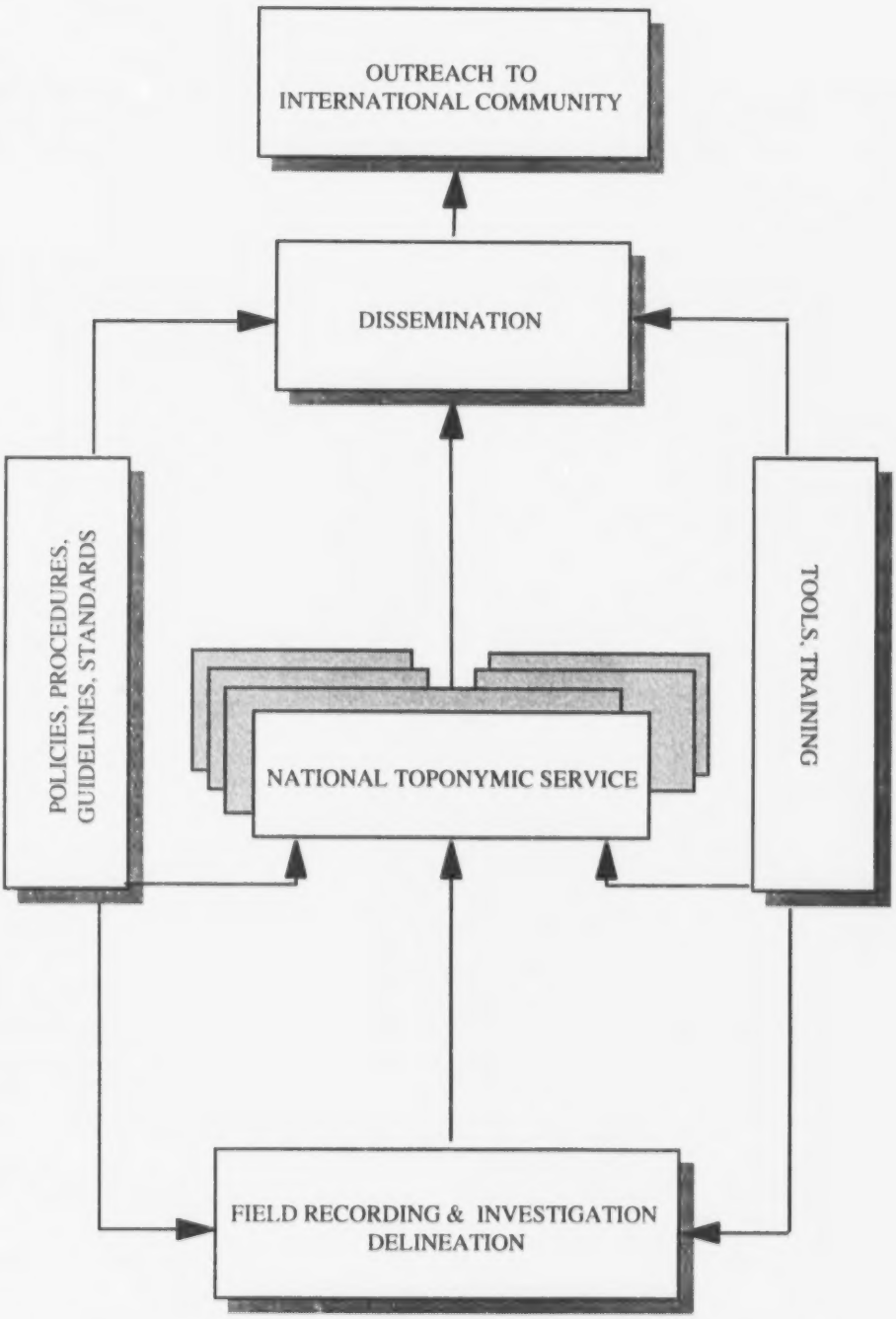
1. **Collection of geographical names across Canada and delineation of their applications**
2. **Automation of geographical names records and assurance of availability of information in automated systems**
3. **Development of national toponymic policies, principles, standards and guidelines**
4. **Provision of appropriate methodology, tools and training to support CPCGN programmes**
5. **Dissemination of accurate toponymic information**
6. **Outreach and liaison with the international community**

Collection of geographical names and delineation of their applications through basic field recording and records consultation is a foundation stone. Upon this we can build useful, accurate, unambiguous *toponymic data bases* for Canada, for use by government and the private sector in a wide variety of products. With names gathered in the field correctly reflecting the usage of English, French, indigenous and ethno-cultural groups in the country, *policies and guidelines* must be developed to give meaningful, consistent and authorized recognition of these names for cartographic and textual purposes, both inside and outside Canada. To help provide and maintain this framework, the CPCGN should develop and make available the appropriate *tools and training.*

Throughout the process of documenting our toponymic heritage, *dissemination of clear, accurate information*, both on the Committee, its principles and procedures, and on the geographical names of the country are of great importance. Only by making available the information recorded, processed and made official, is the Committee meeting the ongoing responsibilities of its technical and cultural roles as guardian of the toponymy of Canada. With the expertise built up in geographical names, it is important too that the CPCGN participates in *outreach and liaison with the international community* to share our knowledge and experience and to help develop standardization guidelines suitable for world-wide use.

At the same time, the realization of the rights of Indigenous peoples, and the importance of recording information only existing in oral tradition, and fast being lost, are vital and critical considerations in developing a consistent, well-structured plan for Canadian toponymy. The significance of naming by Indigenous peoples has already been stated in the resolutions of the 1986 Native Geographical Names Symposium (endorsed by the CPCGN in 1987).

CORE ACTIVITY AREAS



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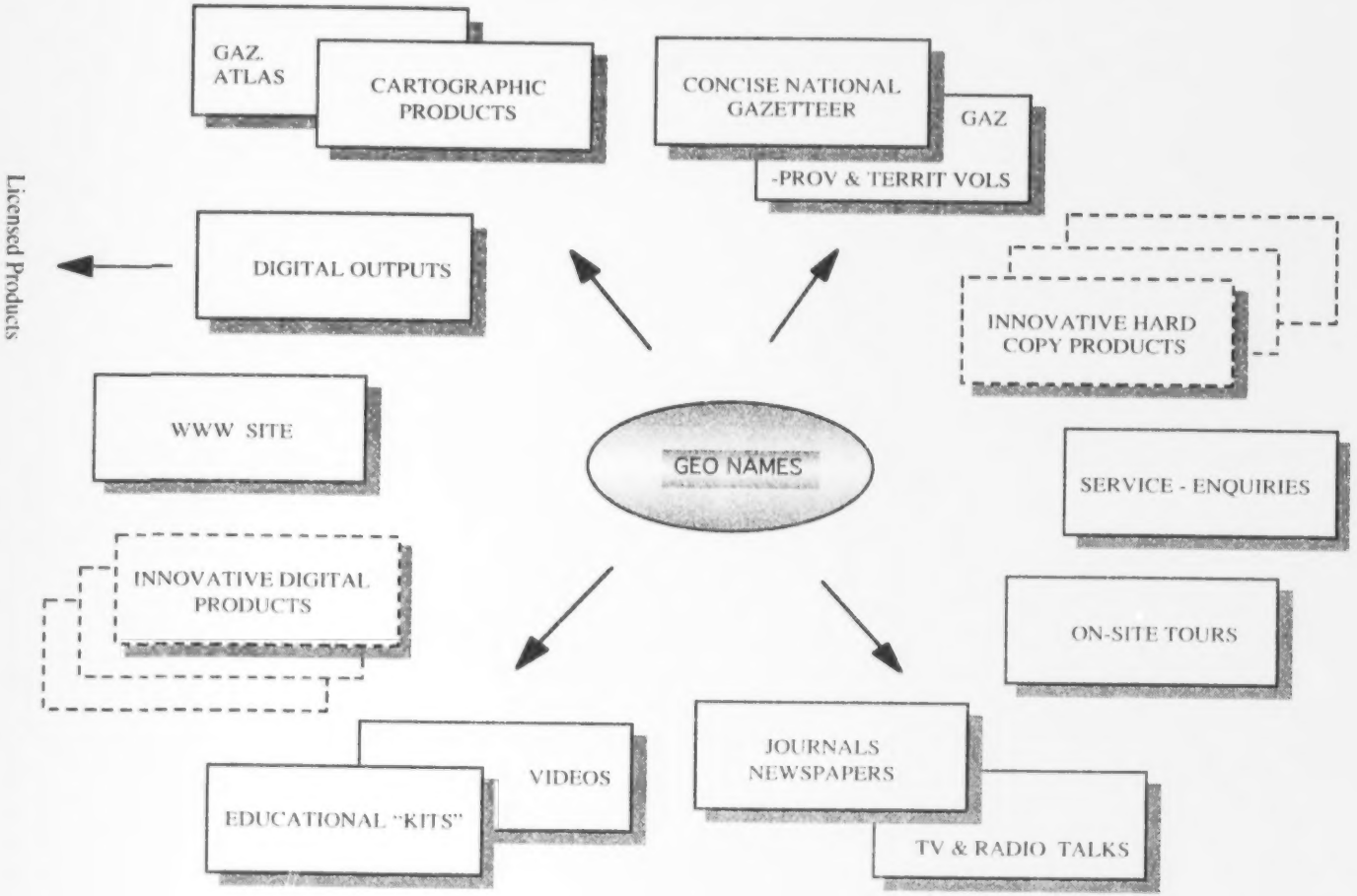

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ON THE STANDARDIZATION OF
GEOGRAPHICAL NAMES
New York, 13-22 January 1998
Item 5 (d) of the provisional agenda*

NATIONAL STANDARDIZATION: ADMINISTRATIVE STRUCTURE OF NATIONAL NAMES AUTHORITIES

Administering geographical names programmes: collected Canadian references, 1975-1996

Paper submitted by Canada**

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* E/CONF.91/1.

** Prepared by Helen Kerfoot, Executive Secretary, Canadian Permanent Committee on Geographical Names.

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ADMINISTERING CANADA'S GEOGRAPHICAL NAMES - REFERENCES FROM THE NEWSLETTER *CANOMA*, 1975-1996

In 1975, Jean-Paul Drolet, then Chair of the Canadian Permanent Committee on Geographical Names (CPCGN), instigated the production of ***Canoma***. This twice-yearly publication provides news and views on Canada's toponymy and is distributed to government offices, libraries, universities, national names authorities, and other involved institutions and individuals.

This publication has been produced as a continuing series by the CPCGN Secretariat, under the direction first of Alan Rayburn and then of Helen Kerfoot, as Executive Secretaries of the CPCGN. Although the appearance and type of content of *Canoma* has changed over the past two decades, it continues to serve the CPCGN in its efforts to promote the standardization of geographical names. A user survey, in the 1990s, indicated that recipients were particularly anxious to receive information about name changes, about general policy and guidelines, and about available publications, as well as research material on the history and background of selected geographical names.

In the past two years, some of the information published in *Canoma* has also been available on the Canadian Geographical Names web site. Nevertheless, to meet reference service requests, at this time we are continuing to produce this newsletter in paper copy.

The accumulation of articles and notes in *Canoma* now forms an interesting and valued collection of perspectives on toponymy in Canada in the last 20+ years. Associated with the publication, which contains articles in English and/or French, the CPCGN Secretariat has produced an index, for general reference purposes. The full index of the twenty-two volumes (forty-four issues) lists each item by title and by author. Where applicable, a citation is also included under the name of a province or territory, an individual, a committee, or a particular topic within the field of toponymy. (To date, the index does not attempt to list every key word in all the articles.)

We received suggestions from members of the CPCGN, that some of the information contained in *Canoma* could be useful reference material for others looking at administrative issues of geographical names. In response to these comments, we have extracted the more pertinent entries from the full index, and provide them as an attachment here.

The articles included in this "**mini-index**" address questions of standardization of geographical names in Canada, the creation and maintenance of toponymic data bases, the work of various advisory committees to the CPCGN, activities of the United Nations with regard to geographical names ... and more. Articles and notes are listed alphabetically by title, by general subject area, and by province/territory of Canada. This is a working document and to keep it short, listings by author have been omitted.

The full index for *Canoma* is available on the Canadian Geographical Names website, maintained by Natural Resources Canada:

in English / French at http://geonames.NRCan.gc.ca/english/can_index.html

For information about the articles themselves, please contact the:

CPCGN Secretariat
Room 634 - 615 Booth Street
Ottawa ON K1A 0E9
Canada
fax: 613-943-8282 e-mail: geonames@NRCan.gc.ca

CANADIAN PERMANENT COMMITTEE ON GEOGRAPHICAL NAMES
COMITÉ PERMANENT CANADIEN DES NOMS GÉOGRAPHIQUES

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